

## IMPORTANT NOTICE

### What is the Application Form?

The Application Form is the template for EU grants applications; it must be submitted via the EU Funding & Tenders Portal before the call deadline.

The Form consists of 2 parts:

- Part A contains structured administrative information
- Part B is a narrative technical description of the project.

Part A is generated by the IT system. It is based on the information which you enter into the Portal Submission System screens.

Part B needs to be uploaded as PDF (+ annexes) in the Submission System. The templates to use are available there.


### How to prepare and submit it?


The Application Form must be prepared by the consortium and submitted by a representative. Once submitted, you will receive a confirmation.

#### Character and page limits:

- page limit normally **120** pages (unless otherwise provided in the Call document)
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 9 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are NOT a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

 **Please do NOT delete any instructions in the document. The overall page limit has been raised to ensure equal treatment of all applicants.**

 **This document is tagged. Be careful not to delete the tags; they are needed for the processing.**

## TECHNICAL DESCRIPTION (PART B)

### COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

**Note:** Please read carefully the conditions set out in the Call document (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.

The term 'project' used in this application form and other documents is synonymous to the term 'action' used in the CEF Regulation [2021/1153](#).

PROJECT	
Project name:	[Technical Assistance for CEF activities, ETCs and urban nodes (Estonia)]
Project acronym:	[24-EE-TC-MS-TA2EE]
Coordinator contact:	[Inna Nosach], [Ministry of Climate of Estonia]
Starting date	[01.01.2025]
Duration	[36]

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## PROJECT SUMMARY

### Project summary

Technical Assistance for Estonia to successfully implement and effectively manage TEN-t-related Connecting Europe Facility activities, European Transport Corridors and urban nodes.

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## 0. PROJECT DESCRIPTION

### Project description, scope and objectives

*Describe the project scope, main goals and objectives, as well as the technical data.*

*Please use the following structure:*

- Overall objective
  - General description and context — describe the context, including how the project fits into political priorities and (if applicable) complements other CEF projects technical
- Location (if appropriate) — mention where the project will be implemented
- Justification — describe the current situation and needs analysis
- Specific objectives — list and link them to the work packages used in section 4
- Expected outcomes and results — include facts and statistics.

The overall objective of this project is to contribute to the development of Cohesion projects of common interest relating to efficient, interconnected and multimodal networks and infrastructure for smart, interoperable, sustainable, inclusive, accessible, safe and secure mobility on the trans-European transport network (TEN-T). To achieve this objective, technical assistance is provided to Estonia for the successful implementation of TEN-T-related infrastructure investments.

- The project's objective is in line with the Estonian Transport and Mobility Master Plan for 2021-2035, the "Estonia 2035" strategy, MoU between Tallinn city and Ministry regarding sustainable urban mobility and regional cooperation (2019), Public Transport Reform strategy (in development stage) and the Climate Resilient Economy Act (being adopted in 2025).
- The project complies with cross-border commitments between the Baltics, Poland and Finland, including the Intergovernmental Agreement between the Baltic States on the development of Rail Baltic.
- The project will be implemented in Estonia.
- The Ministry of Climate (Ministry) implements the project together with affiliated entities (AE): Transport Administration (TRANSPORDIAMET), Consumer Protection and Technical Regulatory Authority (TTJA) and Estonian Railways (EVR).
- Regarding adopting, implementing and monitoring regional SUMP, cooperation is established

with Tallinn and Tartu city governments.

- As Estonia is part of two TEN-T corridors, Nordic Sea Baltic (NSB) and Baltic Sea – Black Sea – Aegean Sea (BBE), and the tasks for upcoming years tend to grow because the TEN-T core network needs to be ready by 2030, using of only domestic financial resources it may be complicated to manage the TEN-T-related infrastructure investments timely and in the best possible way. With the Connecting Europe Facility (CEF) support Technical Assistance (TA) our goal is to ensure:
  - o the efficient cooperation with European Coordinators for better implementation of the European Transport Corridors and the TEN-T horizontal priorities (WP1);
  - o the timely adoption and monitoring of sustainable urban mobility plans (SUMP) for each urban node, collection and submission to the Commission of urban mobility data per urban node (WP2);
  - o the adequate coordination and cooperation within the European Rail Freight Corridors and timely implementation of relevant rail legislation (WP3);
  - o effective communication on the CEF programme, in providing resources for the appraisal of CEF project proposals and the monitoring of the selected projects under CEF2 (WP4);
  - o and high-quality technical monitoring of legacy projects selected under the previous financing period 2014-2020 (WP5).

Specific objectives are listed in five Work Packages and their Tasks follow the approach described in the European Commission decision authorising the use of lump sum contributions for technical assistance under the CEF. All the Work Packages in this application are aligned to the overall delivery approach and reflect the key tasks that need to be commenced within the next 36 months to achieve the goal of supporting CEF applications aligned with Estonian national priorities and to reduce the risk of possible amendment or cancellation of grant agreements.

## 1. PRIORITY AND URGENCY

### 1.1 Call objectives and priorities

#### Call objectives and priorities

*Explain how the project contributes to the objectives, priorities and expected results of the topic under which it is submitted.*

The proper performance of WP1-WP5 actions will contribute to the implementation of ETC and TEN-T horizontal priorities, timely fulfilment of the Urban nodes' requirements in the revised TEN-T Regulation of the European Transport Corridors; enhancing cooperation within the Rail Freight Corridors, the effective communication on CEF programme and appropriate CEF 2014-2020 Legacy Management for technical and financial monitoring.

### 1.2 EU added value

#### EU added value

*Explain the effects of the project from the perspective of the EU interest and how it contributes to the objectives set at European level.*

The project activities are in accordance with the objectives set by the Regulation (EU)2024/1679 on the revised TEN-T Regulation e.g. planning and developing a coherent, efficient, multimodal, and high-quality transport infrastructure across the EU. The project also improves the efficiency of the development of the NSB corridor, to better monitor the progress of CEF projects and to contribute to the cooperation between the European Commission, implementers and stakeholders. It also contributes to the timely implementation of the TEN-T core network as depicted in relevant EU and national legislations.

### 1.3 Synergies

<p><b>Synergies (for CEF-DIGITAL TA)</b></p> <p><i>Describe possible synergies with other CEF sectors (Transport and Energy), other CEF Digital topics or other EU programmes (Resilience and Recovery Facility (RRF), Digital Europe, Horizon Europe, Structural Funds, etc.).</i></p> <p><i>Indicate if the project includes synergetic elements eligible under another CEF sector within the meaning of Article 10(2) of the CEF Regulation (and, if yes, describe the sector and the elements).</i></p> <p><i>Indicate if the project has synergies with other CEF Digital topics (and, if yes, list the topics and describe the synergies).</i></p> <p><i>Indicate if the project will benefit from funding from another programme (and, if yes, explain which part of the project, which EU programme and provide the project reference of the other programme).</i></p>
<p>n/a</p>

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## 2. MATURITY

### 2.1 Readiness and technical maturity

<p><b>Readiness and technical maturity</b></p> <p><i>Provide information addressing if and how the project is ready to start and be completed on time.</i></p> <p><i>For every work package, describe the precise state of preparation (e.g. terms of reference ready, tendered, contract signed, started, etc. If any activities of the project have already started, indicate more precisely their current status of implementation.</i></p> <p><i>Describe how the implementation of the project (and, if applicable, of the global project it is part of) depends on the results of past or on-going feasibility or technical studies.</i></p>
<p>WP1: The Ministry has formed a competent team including relevant stakeholders in meetings such as Corridor Forums, working groups and conferences, consultation and approval of the regularly updated Corridor Work Plans related to implementing acts and cooperation with the European Coordinators, national stakeholders and other Member States.</p> <p>WP2: Estonia has two urban nodes, Tallinn, and Tartu that both have started with the development of their regional SUMPs. The urban area is in both cases bigger than the municipality borders, into the suburban areas around the cities. For the Tallinn region, there is a draft SUMP strategy and MoU between the Ministry and Tallinn city government to implement the SUMP. Tartu region started a regional SUMP process in 2023. It offers the challenge of organizing cooperation between several municipalities with the same needs. In cooperation with TRANSPORDIAMET, the Ministry will act as National Coordinator to achieve the successful adaption, implementation and monitoring of SUMP and the overall goals of sustainable mobility in Estonian urban nodes.</p> <p>WP3: The Ministry and railway infrastructure managers are and will be involved in the preparation of, participation in and follow-up to meetings at the corridor level involving stakeholders of the rail freight corridor and of the NSB core network corridor. The Ministry is responsible for coordination activities within the Member State involving in particular the infrastructure manager(s), railway undertakings, terminal owners and managers, regional and local authorities and other relevant stakeholders.</p> <p>WP4: CEF projects proposals are appraised by the Ministry's Mobility Development and Investments Department and communication of the CEF calls, results of the calls and financed investments are communicated by the Public Relations Department of the Ministry and project implementers, Technical and financial monitoring of the CEF2 projects is coordinated by the Ministry and carried out by TTJA, involving project implementers.</p> <p>WP5: Technical and financial monitoring of the ongoing 2014-2020 is coordinated by the Ministry and carried out by TTJA, involving projects implementers. The Public Relations Department of the Ministry provides information and promotes success stories of projects co-funded by the EU.</p>

### 2.2 Political commitment

**Political commitment**

*Provide information on the political commitments regarding the implementation of the project and, if relevant, on the global project, including cross-border commitments where relevant.*

*List and briefly describe the (formal and informal) documents demonstrating these commitments (decisions of national and regional authorities, memoranda of understanding, written agreements, national master plans or in sectorial strategies, etc).*

The project objectives and activities are aligned with several domestic legislative acts, master plans documents and special plans, also, cross-border commitments and an Intergovernmental Agreement between the Baltic States on the development of Rail Baltic:

- Estonian Transport and Mobility Master Plan 2021-2035;
- Several political declarations<sup>1</sup> have been signed between the Baltics, Poland and Finland. The most important of those is the Intergovernmental Agreement<sup>2</sup> between the Baltic States on the development of Rail Baltic;
- MoU between Tallinn city and the Ministry regarding sustainable urban mobility and regional cooperation (2019);
- Public Transport Reform strategy (process started 2024) - national strategy defining the priority actions for the development of public transport, with a focus on integration of regional bus services with passenger rail, multimodal mobility hubs and developing passenger train services;
- “Estonia 2035” strategy;
- Climate Resilient Economy Act (will be adopted in 2025).

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**3. QUALITY****3.1 Cost effectiveness and financial management****Cost effectiveness (for CEF-DIGITAL TA)**

*For each work package of the project, describe and justify the level of resources needed for implementing the proposed tasks. These should relate to human resources (FTEs), buying equipment and/or services, etc. and their financial costs.*

**Note:** *It is important to demonstrate the appropriateness of the estimated costs (in terms of both type and level of costs) needed for the implementation of the proposed tasks.*

n/a

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**3.2 Consortium set-up, governance and organisational structure****Consortium cooperation and division of roles and organisational structure**

*Describe the organisational structure set up to implement the project.*

*In particular, explain the distribution of roles and responsibilities between the different partners (Beneficiaries,*

<sup>1</sup> <https://www.railbaltica.org/about-rail-baltica/documentation/>

<sup>2</sup> [https://www.railbaltica.org/wp-content/uploads/2017/05/Intergovernmental\\_Agreement\\_2017.pdf](https://www.railbaltica.org/wp-content/uploads/2017/05/Intergovernmental_Agreement_2017.pdf)

**Affiliated Entities and Associated Partners, if any).**

*Describe the main contractual arrangements, the governance structure, the lines of communication and decision-making processes. If applicable, describe if the governance bodies have already been established; if members have been nominated and the status of approval of the governance rules. List any pending decisions on the organisational structure.*

The project is coordinated (including CEF application appraisal) by the Ministry and, in particular, the Mobility Development and Investments Department, Public Relations Department and Road and Railways Department.

TRANSPORDIAMET is participating in WP2 activities aimed at supporting urban nodes, covering the entire functional urban area, for adopting, implementing and monitoring their SUMP.

EVR is involved in WP3 activities as railway infrastructure managers.

Consumer Protection and Technical Regulatory Authority (TTJA) is responsible for technical monitoring of ongoing CEF projects (in particular, the Rail Baltic project), offering procurement and invoice control services.

Implementation contracts with the affiliated entities will be prepared and signed after the signature of the TA Grant Agreement.

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### 3.3 Project management, quality assurance and control procedures

#### **Project management, quality assurance and control procedures**

*Describe the methods to ensure good quality, monitoring, planning and control for the implementation of the project.*

*Explain the main features of the quality assurance plan and quality control system that will be used. The quality system should not be generic but specific to this project and its tasks.*

The Ministry will be responsible for control procedures and quality management of the overall Project, with respective affiliated entities for WPs under their responsibility. Control procedures will include preparation and revision of plans; monitoring and reporting of progress; processing requests for changes to project deliverables if necessary; resolving implementation-related issues, analysing and management of risks and project-related communication with project and non-project personnel and other organizations. Quality management will ensure that the project will be completed following the relevant legal and regulative framework, according to the approved schedule, according to all associated contracts; and that all project deliverables will be presented to the relevant project stakeholders for review and approval as necessary. Supervision over procurement will be performed by the Ministry.

The Ministry as the project manager will conclude implementation contracts with the affiliated entities, who will name their counterparts to the project manager. A reporting system will be set up for claiming the costs incurred for the activities. A separate accounting system will be set up according to provisions of the national legislation, allowing distinction between the costs of the grant funds from other costs.

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### 3.3 Risk management

#### **Risk management methods and procedures**

*Explain how risk management is part of your project management approach and how you address risk management in general. Mention methods and major elements (details are to be provided in the risk assessment grid below).*

*Indicate whether a risk management plan is in place and explain its main features.*

The main risks associated with the proposed project are:

- Delays in the adoption of the Implementing Act on the collection of urban mobility data may be reflected by shifting the deadlines of WP2 activities;
- The limited staff and financial resources of cities to prepare their mobility plans may affect the deadlines of WP2 activities;
- Time delay when implementing the proposed WPs (1-5) that may postpone the deadline of the

project and achieving its goals;

- Risks related to the completion of activities that are outside the scope of this project proposal but necessary for achieving the project's results.

**Risk assessment**

*Describe critical risks, uncertainties or difficulties related to the implementation of your project, and your measures/strategy for addressing them. Include significant risks, factors of uncertainty and major elements of complexity that may affect the project implementation, whether of political, institutional, financial, organisational, social and/or technical nature.*

*Indicate for each risk the impact and the likelihood that the risk will materialise (high, medium, low), even after taking into account the mitigating measures.*

**Note:** *Uncertainties and unexpected events may occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder project activities. A good risk management strategy is essential for good project management.*

Risk No	Description	Work Package No	Proposed Risk Mitigation Measures
1	Delays in the adoption of the Implementing Act on the collection of urban mobility data	WP2	Active participation in relevant working groups, forums and work meetings
2	The limited staff and financial resources of cities to prepare their mobility plans	WP2	Providing expert support to urban nodes and looking for opportunities for additional funds involvement
3	Time delay when implementing the proposed WPs that may postpone the deadline of the project and achieving its goals	WP1-5	Exhaustive and mutually agreed project plan, efficient management and progress monitoring.
4	Risks related to the completion of activities that are outside the scope of this project proposal but necessary for achieving the results of the project		Communication between various stakeholders and agreements on timeline.

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### 3.4 Communication and visibility

**Communication and visibility (if applicable)**

*Describe the communication plan and strategy to provide visibility to the EU funding (e.g. billboards, reports, websites, brochures, information leaflets, reports, factsheets, newsletters, press articles, presentations).*

*Provide the websites being used for this purpose, the Social Media accounts and the communications' contact person.*

**Note:** *Please note that we will no longer pay for project websites which are not hosted on participants' websites; costs for separate project websites are no longer eligible.*



A communication plan will be developed, and visibility of the project and its results will be provided according to relevant regulations, communication tools and publicity guidelines for CEF funding. All relevant information will be made available on the websites and social media accounts of the Ministry and affiliated entities. The results of the project will be publicly available using the aforementioned methods. Press articles will be prepared for general interest topics and project results.

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## 4. IMPACT

### 4.1 Environmental and other impacts

#### Environmental and climate impact (if applicable)

*Describe the expected positive and/or negative impacts of the project on the climate change targets (such as the Paris Agreement and the 2030 Climate and energy framework).*

*Describe the expected positive and/or negative impacts of the project on the emission of air pollutants such as Particulate Matter - PM2.5, Nitrogen oxides - NOX, Sulphur Dioxides – SO2, etc. If quantified in the CBA, mention the total monetary value of such impacts (€ NPV) and the main assumptions in terms of quantities (change in tonnes or vehicle\*km) and unit values (e.g. €/tonnes or €/vkm).*

*Specify if the project helps to reduce greenhouse gas emissions (GHG) and limit global warming. Explain how it impacts upstream and downstream emissions (e.g. emissions from purchased electricity as well as full life cycle). For works proposals submitting a CBA, also include the total monetary value of such impacts (€ NPV) and the main assumptions in terms of quantities (avoided tonnes of GHG) and unit values (e.g. €/tCO2equivalent).*

*Describe how climate change has been taken or will be taken into consideration when designing the project and its components.*

*Describe in detail the measures that are foreseen to monitor, prevent and mitigate a negative impact on the environment, and provide an estimation of the associated costs.*

Not applicable to this project. A Strategic Environmental Impact Assessment has been performed for the Estonian Transport and Mobility Master Plan 2021-2035.

#### Decision-making tool, input for policy making or development of best practices

*Show how the project will have an impact as decision-making tool or input for policy making or development of best practices.*

*Who will use the output of the project and for how long? Describe the extent to which the output will be relied on for decision-making, possibly in relation to other studies and future projects, and at what level, (e.g. a future CEF action, national project, global project, etc.). If applicable, describe the relevance and economic value of those future projects in terms of costs and benefits. If applicable, explain the degree to which elements of the project could be used to develop best practices.*

Productive management of CEF-financed projects on the NSB and BBA corridors will allow to effectively implement and complete the core network by 2030. Projects financed by CEF are priorities of the Estonian Transport and Mobility Master Plan 2021-2035. Effective communication of CEF-financed transport investments helps to improve the public's awareness of EU support and its priorities.

Development of SUMP will strengthen the role of cities, as vital enablers of sustainable, efficient and multimodal transport. SUMP development is also contributing to the European Declaration on Cycling.

Development of Rail Freight Corridors and in particular Rail Baltic will help to achieve the modal shift of cargo traffic to rail resulting in lower emissions of CO2 and reducing the negative impacts of the transport sector as related to climate change. Such plans follow the European Green Deal and reflect the ambitious goals set for Fit for 55.

#### Digital security (if applicable) (for CEF-DIGITAL TA)

*Describe how you will address digital security requirements, notably:*

- *involvement of high risk suppliers (as defined in the [EU coordinated risk assessment on cybersecurity of 5G networks](#)), restrictions against such suppliers for critical and sensitive key assets and measures to avoid dependency on such high risk suppliers*

<ul style="list-style-type: none"> <li>– <i>measures to promote supply chain resilience and strategic autonomy (in line with the <a href="#">5G networks EU Toolbox of risk mitigating measures</a>)</i></li> <li>– <i>security requirements for your network operators (e.g. strict access controls, rules on secure operation and monitoring, limitations on outsourcing of specific functions, etc.)</i></li> <li>– <i>measures adopted to prevent unsolicited transfer to, or access by, third parties of the data (personal or non-personal) stored or transported in the context of the project.</i></li> </ul>
n/a

<p><b>Other considerations</b></p> <p><i>Please describe any other relevant considerations.</i></p>
n/a

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## 5. CATALYTIC EFFECT

### 5.1 Financial gap

<p><b>Financial gap</b></p> <p><i>Explain how the EU grant will facilitate or accelerate the project, in comparison to a situation without the EU funding. Describe the financial gap, which the EU funding is supposed to cover. Specify and justify the amount. Describe the financial obstacles and how public funding would help to overcome them. Indicate whether you expect any EU support under the Recovery and Resilience Facility (RRF) (with an approximate amount).</i></p>
<p>As Estonia is part of two TEN-T corridors, NSB and BBE, and the tasks for upcoming years tend to grow because the TEN-T core network needs to be ready by 2030, it may be complicated to achieve the goals of the project in a planned manner. The EU funding will help to disseminate the results of CEF-financed projects, improve communication of CEF-financing calls and report on completed and ongoing investment projects. Additionally, it may not be sure that the SUMP development and collection of urban mobility data can be made possible in a targeted timeline by the European Commission.</p> <p>The financial gap for implementing the necessary tasks of all work packages is based on the European Commission’s decision authorising the use of lump sum contributions for technical assistance under the Connecting Europe Facility – transport sector<sup>3</sup>.</p>

### 5.2 Stakeholder commitment

<p><b>Stakeholder commitment</b></p> <p><i>Explain how the EU funding would reinforce the commitment of different partners and stakeholders (public and</i></p>
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<sup>3</sup> [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/cef/guidance/unit-cost-decision\\_cef-ta-ms-support\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/cef/guidance/unit-cost-decision_cef-ta-ms-support_en.pdf)

*private).*

*What would be the effects, in terms of commitment of stakeholders, if the project would not receive the grant?*

The EU funding will help to form a consortium of affiliated entities, involve more stakeholders and partners, raise their awareness of CEF funding possibilities, as well as improve the communication of already funded CEF projects.

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#@WRK-PLA-WP@#

## 6. WORK PLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING

### 6.1 Work plan

#### Work plan

*Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).*

#### **WP1: Cooperation within the European Transport Corridors**

Participation in meetings such as Corridor/HP Forums, working groups and Corridor-related conferences. Consultation and approval of the regularly updated Corridor Work Plans-related implementing acts. Cooperation with the European Coordinators, national stakeholders and other Member States.

#### **WP2: Support to urban nodes**

WP2 tasks aim to support the implementation of the requirements set out in Article 41 of the revised TEN-T Regulation. The work package is implemented via two clusters: sustainable urban mobility planning (SUMP) and urban mobility indicators (UMI). The national SUMP contact point will assist in implementing the tasks under each cluster. The outcomes of the work carried out will directly contribute to fulfilling the legal obligations required to be put in place by 31 December 2027, namely the adoption and monitoring of a SUMP for each urban node, collection and submission to the Commission of urban mobility data per urban node.

#### **WP3: Cooperation within the Rail Freight Corridors ensuring adequate coordination with the European Transport Corridors**

Preparation of, participation in and follow-up to meetings at the corridor level involving stakeholders of the rail freight corridor and cooperation with the European Coordinator responsible for the corresponding European Transport Corridor. Also, preparation of, participation in and follow-up to meetings for coordination between several or all rail freight corridors. Coordination activities within the Member State involving in particular the infrastructure manager(s), railway undertakings, terminal owners and managers, regional and local authorities and other relevant stakeholders. Preparation of the report under Article 22 of the Regulation.

#### **WP4: Communication, appraisal of CEF project proposals and technical monitoring of CEF 2 projects**

Providing clear information at the national level in national languages, in particular, through the organisation of national “Info days”, promoting calls for proposals, CEF funding priorities as well as success stories of projects co-funded by the EU. Assessing the compliance of the project proposals with both the call requirements and the national priorities, also, monitoring the technical implementation of the projects.

#### **WP5: CEF 2014-2020: Legacy management for technical and financial monitoring**

Technical monitoring of the ongoing CEF 2014-2020 projects. Promoting CEF project success stories at the national level.

### 6.2 Work packages, activities, resources and timing

## WORK PACKAGES

### Work packages

*This section concerns a detailed description of the project activities.*

*Group your activities into work packages. **A work package means a major sub-division of the project.** For each work package, enter an objective (expected outcome) and list the activities, milestones and deliverables that belong to it. The grouping should be logical and guided by identifiable outputs.*

*Projects should normally have a minimum of 2 work packages. WP1 should cover the management and coordination activities (meetings, coordination, project monitoring and evaluation, financial management, progress reports, etc) and all the activities which are cross-cutting and therefore difficult to assign to another specific work package (do not try splitting these activities across different work packages). WP2 and further WPs should be used for the other project activities. You can create as many work packages as needed by copying WP1.*

*For very simple projects, it is possible to use a single work package for the entire project (WP1 with the project acronym as WP name).*

*Work packages covering financial support to third parties (⚠ only allowed if authorised in the Call document) must describe the conditions for implementing the support (for grants: max amounts per third party; criteria for calculating the exact amounts, types of activity that qualify (closed list), persons/categories of persons to be supported and criteria and procedures for giving support; for prizes: eligibility and award criteria, amount of the prize and payment arrangements).*

⚠ *Enter each activity/milestone/output/outcome/deliverable only once (under one work package).*

⚠ *Ensure consistency with the detailed budget table per WP/calculator (if applicable) (n/a for prefixed Lump Sum Grants)*

### Objectives

*. Describe the objective of the work package and how it contributes/relates to the overall and specific objectives of the project.*

*State if there are links to other work packages (or conversely that there are no links to any other work package).*

### Activities (WP description)

*Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task.*

*Mention for each task links with tasks planned under other work packages. Flag tasks which are on the critical path.*

*Show who is participating in each task: Coordinator (COO), Beneficiaries (BEN), Affiliated Entities (AE), Associated Partners (AP), indicating **in bold** the task leader.*

*Add information on other participants' involvement in the project e.g. subcontractors.*

*Complete the column on subcontracting. Subcontracts must be awarded using your usual purchasing practices – provided that they ensure best value for money and no conflict of interests. If you are a public procurer ('contracting authority/entity' within the meaning of the EU Directives on public procurement), you must also comply with the applicable national law on public procurement."*

#### Note:

*The Coordinator remains fully responsible for the coordination tasks, even if they are delegated to someone else. Coordinator tasks cannot be subcontracted.*

**Milestones and deliverables (outputs/outcomes)**

*Milestones are control points in the project that help to chart progress. They are not needed for CEF TA projects. You can leave the section on milestones empty.*

*Means of verification are how you intend to prove that a milestone has been reached. If appropriate, you can also refer to indicators. They should be easy and concrete. Examples of means of verification include: publication of the tender notice, signature of a contract by the last party, acceptance/approval of final report/outcome, etc. A deliverable can be also used as a mean of verification for a milestone.*

*Deliverables are project outputs which are submitted to show project progress (any format) and achievement of the technical work. Refer only to major outputs. Do not include minor sub-items, internal working papers, meeting minutes, etc.*

*Examples of deliverables for works projects include: constructed rail section, built bridge, deployed charging stations, concluded contract, published manuals, construction of the transmission line [name of the line], commissioning of the transmission line [name of the line], constructed transmission tower, deployed submarine cable, etc. For deliverables which are physical investments, provide in the 'Description' field the type of document you will use to prove the completion of the deliverable (e.g. acceptance note, test protocol, certificate of completion, handover certificate, etc).*

*Examples of deliverables for studies include: a technical design, an engineering design, a completed analysis, an environmental report, data collection, creation of a model and description of scenarios, etc. For such deliverables, provide in the 'Description' field: confirmation of completion and/or approval of technical design, copy of environmental report, etc.*

*For deliverables such as meetings, events, seminars, trainings, workshops, webinars, conferences, etc., enter each deliverable separately and provide the following in the 'Description' field: invitation, agenda, signed presence list, report of the event, presentations.*

*For deliverables such as manuals, toolkits, guides, reports, leaflets, brochures, training materials etc., add in the 'Description' field: format (electronic or printed), language(s), approximate number of pages and estimated number of copies of publications (if any).*

*For each deliverable you will have to indicate a due month by when you commit to upload it in the Portal. The due month of the deliverable cannot be outside the duration of the work package and must be in line with the timeline provided below. Month 1 marks the start of the project and all deadlines should be related to this starting date.*

The labels used mean:

Public — fully open (⚠ automatically posted online on the Project Results platforms)

Sensitive — limited under the conditions of the Grant Agreement

EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#). For items classified under other rules (e.g. national or international organisation), please select the equivalent EU classification level.

⚠ Please note that milestones/deliverables should relate to the project work. Periodic reports or final reports linked to payments should NOT be included.

**Work Package 1**

**Work Package 1: Cooperation within the European Transport Corridors**

<b>Duration:</b>	2025 - 2027	<b>Lead Beneficiary:</b>	Ministry of Climate
<b>Objectives</b>			
<ul style="list-style-type: none"> <li>▪ efficient cooperation with European Coordinators and their staff to ensure implementation of the European Transport Corridors and the TEN-T horizontal priorities</li> </ul>			

(HP)					
<b>Activities (WP description)</b>					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		Subcontracting (Yes/No and Percentage of the task that will be subcontracted).
			Name	Role (COO, BEN, AE, AP, OTHER)	
T1.1	Participation in meetings such as Corridor Forums, working groups and conferences	Participation in the meetings organised by the European Coordinator, such as Corridor/HP Forums, working groups and Corridor-related conferences	Ministry	COO	No
T1.2	Consultation and approval of the regularly updated Corridor Work Plans related implementing acts	Consultation and approval of the new generation of Corridor/HP Work Plans; consultation of the related Corridor implementing acts or implementing acts for specific cross-border sections or for the horizontal priorities	Ministry	COO	No
T1.3	Consultation of implementing acts defining the reference water levels related to the Good Navigation Status of the TEN-T inland waterways	This task is not applicable for Estonia due to the absence of the TEN-T inland waterways.	-	-	-
T1.4	Cooperation with the European Coordinators, national stakeholders and other Member States	Regular and efficient cooperation with CEF associated third countries with the European Coordinators, national stakeholders and other Member States	Ministry	COO	No
<b>Milestones and deliverables (outputs/outcomes)</b>					

Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
n/a	n/a	n/a	n/a	n/a		n/a	n/a
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1	Participation in meetings, working groups and conferences	1	Ministry	[R — Document, report]	[PU — Public]	36	List of EE participants
D1.2	Triennial report 2027	1	Ministry	[R — Document, report]	[SEN — Sensitive]	36	Triennial report on WP1 activities for period 2025-2027 (English)

Estimated budget — Resources
€ 175 776

**Work Package 2**

Work Package 2: Support to urban nodes			
<b>Duration:</b>	2025 - 2027	<b>Lead Beneficiary:</b>	Ministry of Climate
Objectives			
<ul style="list-style-type: none"> <li>Implementation of the requirements set out in Article 41 of the revised TEN-T Regulation, namely the adoption and monitoring of a SUMP for each urban node as</li> </ul>			



required by Article 41 b(i) of the TEN-T Regulation; and collection and submission to the Commission of urban mobility data per urban node as required by Article 41(1)b(ii) of the revised TEN-T Regulation.					
<b>Activities (WP description)</b>					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		Subcontracting (Yes/No and Percentage of the task that will be subcontracted).
			Name	Role (COO, BEN, AE, AP, OTHER)	
T2.1	Coordination and capacity building	Identifying a set of measures aimed at supporting urban nodes for adopting, implementing and monitoring their SUMPs. Designating a team in charge of implementing the measures included, allocating appropriate resources (human and financial) to carry out the activities.	Ministry TRANSPORDIAMET	COO AE	No
T2.2	Sustainable urban mobility planning (SUMP)	Supporting the national SUMP contact points in establishing and operating a national network of urban nodes, incl. 9 coordination meetings during the period 2025-2027 for networking, identifying common challenges and sharing good practices (three meetings per year with at least one physical meeting).	Ministry TRANSPORDIAMET	COO AE	No
T2.3	Sustainable Urban Mobility Indicators (SUMI)	Developing a national guidance to urban nodes that serves as a basis for assessing and ensuring alignment with the Sustainable Urban Mobility Planning Guidelines for Urban Nodes presented in Annex V of the TEN-T Regulation. The task includes updating existing guidance or	Ministry TRANSPORDIAMET	COO AE	Yes, 80%

		legislation as well as developing new guidance.			
T2.4	Cluster A Sustainable urban mobility planning (SUMP) - Assessing the preparedness of urban nodes	Built upon the national SUMP guidance development (T2.3), assessing the preparedness of urban nodes and alignment of their SUMPs with the TEN-T requirements and identifying areas that require further work.	Ministry TRANSPRODIAMET	COO AE	No
T5.5	Cluster A Sustainable urban mobility planning (SUMP) - Expert support to urban nodes	Offering expert support to urban nodes to implement the steps identified in task T2.4. to improve the alignment of SUMPs for each urban node with the SUMP guidelines for urban nodes.	Ministry of Climate TRANSPORDIAMET	COO AE	No
T2.6	Cluster B Urban Mobility Indicators (UMI) - Analysis of data availability	Supporting the urban nodes to (1) undertake a data gap analysis assessing the availability of data, existing and potential data sources and data collection methods and processes as well as resources available and needed and, based on that analysis, to (2) each draft a data generation plan.	Ministry TRANSPORDIAMET	COO AE	No
T2.7	Cluster B Urban Mobility Indicators (UMI) - Support to implement the data generation plans	Supporting urban nodes in implementing their data generation plan by e.g. setting up and implementing procedures for data generation, collection, and processing covering all indicators set out in the implementing act on urban mobility indicators (expected to be adopted in mid-2025).	Ministry TRANSPORDIAMET	COO AE	Yes, 80%
<b>Milestones and deliverables (outputs/outcomes)</b>					

Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
n/a	n/a	n/a	n/a	n/a		n/a	n/a
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D2.1	Coordination meetings	2	Ministry	[R — Document, report]	[PU — Public]	36	List of EE participants
D2.2	Triennial report 2027	2	Ministry	[R — Document, report]	[SEN — Sensitive]	36	Triennial report on WP2 activities for period 2025-2027 (English)

Estimated budget — Resources
€ 76 800

**Work Package 3**

Work Package 3: Cooperation within the Rail Freight Corridors ensuring adequate coordination with the European Transport Corridors			
<b>Duration:</b>	2025 - 2027	<b>Lead Beneficiary:</b>	Ministry of Climate
Objectives			
<ul style="list-style-type: none"> <li>Coordinate contributions of Member State authorities to rail capacity and traffic management.</li> <li>Ensure consistency with TEN-T policy and cross-border coordination.</li> </ul>			

<ul style="list-style-type: none"> <li>Support implementation of relevant rail legislation.</li> </ul>					
<b>Activities (WP description)</b>					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		Subcontracting (Yes/No and Percentage of the task that will be subcontracted).
			Name	Role (COO, BEN, AE, AP, OTHER)	
T3.1	Corridor-specific meetings	Preparation of, participation in and follow-up to meetings at the corridor level involving stakeholders of the rail freight corridor and cooperation with the European Coordinator responsible for the corresponding European Transport Corridor (5 meetings per corridor per year including at least 2 physical meetings).	Ministry EVR	COO AE	No
T3.2	Cross-corridor meetings	Preparation of, participation in and follow-up to meetings for coordination between several or all rail freight corridors (5 meetings per year including at least 2 physical meetings)	Ministry EVR	COO AE	No
T3.3	Coordination with relevant stakeholders at the national level	Coordination activities within the Member State involving in particular the infrastructure manager(s), railway undertakings, terminal owners and managers, regional and local authorities and other relevant stakeholders	Ministry	COO AE	No
T3.4	Preparation of implementation report	Preparation of the report pursuant to Article 22 of the Regulation	Ministry	COO	No

Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
n/a	n/a	n/a	n/a	n/a		n/a	n/a
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D3.1	Corridor-specific meetings	3	Ministry	[R — Document, report]	[PU — Public]	36	List of EE participants
D3.2	Cross-corridor meetings	3	Ministry	[R — Document, report]	[PU — Public]	36	List of EE participants
D3.3	Triennial report 2027	3	Ministry	[R — Document, report]	[SEN — Sensitive]	36	Triennial report on WP3 activities for period 2025-2027 (English)
D3.4	Article 22 report	3	Ministry	[R — Document, report]	[PU — Public]	12	Article 22 report
D3.5	Article 22 report	3	Ministry	[R — Document, report]	[PU — Public]	36	Article 22 report

Estimated budget — Resources
€ 28 914

**Work Package 4**

Work Package 4: Communication, appraisal of CEF project proposals and technical monitoring of CEF 2 projects					
<b>Duration:</b>		2025 - 2027	<b>Lead Beneficiary:</b>		Ministry of Climate
Objectives					
<ul style="list-style-type: none"> <li>Effective communication on CEF programme, in providing resources for the appraisal of CEF project proposals and for the monitoring of the selected projects under CEF2</li> </ul>					
Activities (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		Subcontracting (Yes/No and Percentage of the task that will be subcontracted).
			Name	Role (COO, BEN, AE, AP, OTHER)	
T4.1	Communication	Communication actions relating to the CEF Programme, its actions and results in national languages, incl. organisation of national “Info days”, distribution of newsletters, social media communication and updated information on official websites with links to relevant EU websites.	Ministry	COO	No
T4.2	Appraisal of CEF project proposals	Appraisal of CEF project proposals: assessment of the compliance of project proposals with Call requirements and national priorities and signature of Member State agreement before project submission	Ministry	COO	No
T4.3	Technical monitoring of the selected ongoing projects	Technical monitoring of the selected ongoing projects to ensure maximum	Ministry	COO	No

		absorption of the national Cohesion allocation.	TTJA	AE			
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
n/a	n/a	n/a	n/a	n/a		n/a	n/a
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D4.1	Triennial report 2027	4	Ministry	[R — Document, report]	[SEN — Sensitive]	36	Triennial report on WP4 activities for period 2025-2027 (English)

Estimated budget — Resources
€ 774 166

**Work Package 5**

Work Package 5: CEF 2014-2020: Legacy management for technical and financial monitoring			
Duration:	2025 - 2027	Lead Beneficiary:	Ministry of Climate
Objectives			

<ul style="list-style-type: none"> <li>Technical monitoring of legacy projects selected under the previous financing period 2014-2020</li> </ul>							
Activities (WP description)							
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		Subcontracting (Yes/No and Percentage of the task that will be subcontracted).		
			Name	Role (COO, BEN, AE, AP, OTHER)			
T5.1	Technical monitoring of the selected ongoing projects (2025-2027 addition)	The technical monitoring and financial control of actions in close cooperation with the Commission	Ministry TTJA	COO AE	No		
T5.2	Communication	Providing information and promoting success stories of projects co-funded by the EU	Ministry	COO	No		
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification	
n/a	n/a	n/a	n/a	n/a	n/a	n/a	
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D5.1	Biennial report 2027	5	Ministry	[R — Document, report]	[SEN — Sensitive]	24	Biennial report on WP5 activities for period 2025-2027 (English)



<b>Estimated budget — Resources</b>
€ 166 446

**Staff effort** (n/a for Lump Sum Grants)

<b>Staff effort per work package</b>						
<i>Fill in the summary on work package information and effort per work package.</i>						
Work Package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Start Month	End Month	Person-Months
1						
2						
3						
4						
					Total Person-Months	

<b>Staff effort per participant</b> (n/a for OG)				
<i>Fill in the effort per work package and Beneficiary/Affiliated Entity.</i>				
<i>Please indicate the number of person/months over the whole duration of the planned work.</i>				
<i>Identify the work-package leader for each work package by showing the relevant person/month figure in <b>bold</b>.</i>				
Participant	WP1	WP2	WP...	Total Person-Months

[name]				
[name]				
Total Person-Months				

**Timetable**

<b>Timetable</b>
<i>Fill in the timetable for the project (using either the template available on <a href="#">Portal Reference Documents</a> or a Gantt chart which respects the minimum requirements set out in the template) and attach it to your Application Form (annex X to Part B).</i>

#§WRK-PLA-WP§#

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## 7. OTHER

### 7.1 Ethics

Ethics
Not applicable.


#§ETH-ICS-EI§# #@SEC-URI-SU@#

### 7.2 Security

Security
Not applicable.

#§SEC-URI-SU§# #@DEC-LAR-DL@#

## 8. DECLARATIONS

Double funding	
<b>Information concerning other EU grants for this project</b>	<b>YES/NO</b>
 Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).	
We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefitted from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.	Yes
We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.	Yes

Financial support to third parties (if applicable)
<i>If your project requires a higher maximum amount per third party than the threshold amount set in the Call document, justify and explain why this is necessary in order to fulfil your project's objectives.</i>
n/a

#§DEC-LAR-DL§#

## ANNEXES

### LIST OF ANNEXES

#### Standard

Detailed budget table per WP/Calculator (annex 1 to Part B) — *mandatory*

CVs (annex to Part B) — *not applicable*

Annual activity reports (annex 3 to Part B) — *mandatory, if required in the Call document*

List of previous projects (annex 4 to Part B) — *mandatory, if required in the Call document*

#### Special

Timetable/Gantt chart (annex 2 to Part B) — *mandatory*

Other annexes (annex X to Part B) — *mandatory, if required in the Call document*

### LIST OF PREVIOUS PROJECTS

List of previous projects					
<i>Please provide a list of your previous projects for the last 4 years.</i>					
Participant	Project Reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, AE, OTHER)	Amount (EUR)	Website (if any)
Ministry of Economic Affairs and Communications/ Ministry of Climate (since 01.07.2023)	Technical assistance for TEN-T implementation (Estonia)	01.11.2021-31.12.2022	COO	1 001 545 EUR	

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	01.12.2021	Initial version (new MFF).
2.0	01.06.2022	Consolidation, formatting and layout changes. Tags added.